

# General Attorney (Public Notice Flyer)

DEPARTMENT OF COMMERCE

Office of the Secretary

## COVID-19 Vaccination Requirement

The COVID-19 vaccination requirement for federal employees pursuant to Executive Order 14043 does not currently apply. Some jobs, however, may be subject to agency- or job-specific vaccination requirements, so please review the job announcement for details. [Click here](#) for more information.



## Summary

The Office of the General Counsel, is seeking an Attorney to provide legal counsel to the Department in support of its mission to advance U.S. national security, foreign policy, and economic objectives by securing the Information and Communications Technology and Services (ICTS) supply chain.

**After the closing date, applicants can still submit resumes to: [ICTSattorneys@doc.gov](mailto:ICTSattorneys@doc.gov) with the subject listed as OS/OGC-2022-0014 for {Insert Grade(s) you are asking to be considered for }.**

[Learn more about this agency](#)

## Overview

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Accepting applications

**Open & closing dates** 08/12/2022 to 09/09/2022**Salary**

\$74,950 - \$116,788 per year

**Pay scale & grade**

GS 11 - 12

 [Help](#)**Location** **Washington, DC**

Few vacancies

**Remote job**

No

**Telework eligible**

Yes—as determined by the agency policy.

**Travel Required**

Occasional travel - Occasional travel nationally and internationally may be required.

**Relocation expenses reimbursed**

No

**Appointment type**

Permanent -

**Work schedule**

Full-time -

**Service**

Excepted

**Promotion potential**

15 - The promotion potential of this position is up to GS15. Promotion to GS15 is neither guaranteed nor implied.

**Job family (Series)**[0905 Attorney](#)**Supervisory status**

No

**Drug test**

Yes

**Position sensitivity and risk**

[Special-Sensitive \(SS\)/High Risk](#)

**Trust determination process**

[Credentialing](#)

[Suitability/Fitness](#)

[National security](#)

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**Announcement number**

OS/OGC-2022-0014

**Control number**

671035000

## This job is open to

[? Help](#)

**The public**

U.S. Citizens, Nationals or those who owe allegiance to the U.S.

**Clarification from the agency**

Applications will be accepted from all U.S. Citizens.

## Duties

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**This is a Public Notice. Please read this Public Notice in its entirety prior to submitting your application for consideration.**

The Attorney supports the Department's efforts to implement its ICTS supply chain authorities under Executive Orders (EOs) 13873, 13984, and 14034. EO 13873 delegated authority to the Secretary of Commerce (Secretary) to review and possibly prohibit or impose mitigation measures on ICTS transactions involving a foreign adversary and that pose certain undue or unacceptable risks to national security. EO 13984 requires the Secretary to develop regulations requiring United States Infrastructure as a Service (IaaS) providers to verify the identity of their foreign customers and authorizing the Secretary to use special measures to deter foreign malicious cyber actors' use of United States IaaS products. EO 14034 directs the Department to develop rules to add the term "connected software applications" to definition of ICTS

transactions, and to establish criteria for evaluating ICTS transactions involving connected software applications in its rules implementing EO 13873.

The Department is developing and implementing an ICTS transaction review process under these authorities and is also engaged in multiple rulemaking efforts in support of this process.

The Attorney will provide legal advice regarding, and perform functions related to, ongoing and anticipated ICTS transaction reviews as well as related regulatory matters. This includes assisting with investigations, drafting legal memoranda and recommendations, drafting administrative subpoenas, reviewing subpoena responses and responsive documents, interacting with outside counsel, assessing evidence, advising on risk assessments, advising on the development of measures to resolve any risks, including through mitigation agreements, and advising on recommendations to the Secretary concerning initial and final determinations.

The Attorney may also perform rulemaking and other legal duties related to ICTS work, as assigned. Additional duties include: providing technical legal advice, particularly in connection with the Department's ICTS authorities; drafting and reviewing statutes, regulations, and Executive Orders that include Department equities as they pertain to ICTS; reviewing compliance with statutory, regulatory, and executive order requirements, and coordinating with other Departmental and interagency offices, as necessary; and counseling and bringing to the attention of office and Department leadership matters within the purview of the office. In addition, the Attorney-Advisor will be required to carry out duties such as legal research, and development of legal recommendations related to the Department's ICTS responsibilities.

## Requirements

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### Conditions of Employment

- You must be suitable for Federal employment.
- You must be a U.S. citizen.
- You must be registered for Selective Service if applicable ([www.sss.gov](http://www.sss.gov)).
- Must complete a 2 year trial period.

**Security Clearance:** You must be able to obtain and maintain a **Special Sensitive/Top-Secret (SCI)** clearance.

**Drug Testing:** This position is subject to pre-employment drug testing and random drug testing thereafter.

**Financial Disclosure:** If you are hired, you may be required to complete a Confidential Financial Disclosure Report (OGE Form 450).

## Qualifications

### Basic requirement for all grade levels:

1. You must be a graduate with a Juris Doctor (J.D.) degree or equivalent from an accredited law school; AND
2. You must have bar membership in one of the 50 states, Washington, DC, Puerto Rico or the US. Virgin Islands.

### Minimum Requirements:

**For GS-11:** Applicants applying at the GS-11 grade level must have outstanding law school credentials and experience or extensive knowledge of information and communications technology and services sectors.

**For GS-12:** Applicants applying at the GS-12 grade level must have one years of legal experience or relevant professional experience (legal or non-legal) working in the information and communications technology and services sectors.

Note: The General Counsel or designee retains the discretion to waive minimum qualifications as described above.

The ideal candidate would have:

- Demonstrated interest in national security law and/or policy;
- Demonstrated interest in the ICTS sectors;
- Knowledge of or experience interacting with CFIUS, DHS, DOD, Treasury, the FASC, or another Federal government agency working on information and communications technology issues;
- Interest in or experience promulgating rules in accordance with the Administrative Procedure Act;
- Interest in or experience investigating matters, whether in the criminal or civil context;
- Interest in or experience litigating matters before a Federal or state court;
- Experience coordinating with other Department and U.S. Government agencies' legal offices;

- Demonstrated ability to analyze complex and novel legal issues and developing strategies to deal with those issues, often within short deadlines; and
- Strong writing and organizational skills.

*Applicants may be hired at any of the grades shown in this announcement, commensurate with the candidate's experience and qualifications.* You are encouraged to identify the grade level(s) or salary for which you wish to be considered.

**Experience refers to paid and unpaid experience, including volunteer work done through National Service programs (e.g., Peace Corps, AmeriCorps) and other organizations e.g., professional; philanthropic, religious; spiritual; community, student, social). Volunteer work helps build critical competencies; knowledge, and skills and can provide valuable training and experience that translates directly to paid employment. You will receive credit for all qualifying experience, including volunteer experience.**

## Education

Applicants must possess a Juris Doctor (J.D.) degree or equivalent from an accredited law school. Official or unofficial transcripts must be submitted with your application package.

## Additional information

This position does not confer non-competitive conversion to the competitive service. Acceptance of an excepted service appointment from applicants in the competitive service will require a written statement of understanding when voluntarily leaving the competitive service.

### Benefits

## How You Will Be Evaluated

You will be evaluated for this job based on how well you meet the qualifications above.

Applicants will be rated based on their education, experience, demonstrated legal research and writing abilities, and performance during the interview process.

Basis for evaluation: If eligible and meeting basic qualifications, your application package will be evaluated in conjunction with your résumé and supporting documents for the required knowledge, skills, and abilities (KSAs) to successfully perform the duties of this position:

1. Knowledge of research strategies and techniques sufficient to research the most complex legal issues. The issues researched are almost always factually complex and are in areas of the law which are often in a continual state of evolution, thus requiring atypical and innovative research strategies.
2. Ability to communicate effectively with diverse clients and constituencies on varied and complex topics.
3. Ability to write clearly, concisely and persuasively, with particular emphasis on the ability to analyze and explain complex topics.
4. Ability to communicate effectively orally with diverse clients and constituencies on varied and complex topics.
5. Ability to maintain effective working and reporting relationships with interagency peers, subject matter experts, support staff and management officials.
6. Ability to organize work effectively to meet established deadlines and priorities.

Please be advised that Department of Commerce Attorney positions are in the Excepted Service. As such, these positions are not covered by the usual civil service hiring procedures. You will be evaluated for this job based on how well you meet the qualifications stated herein. We will perform an initial review of applications to determine basic eligibility and minimum qualifications for the position and numeric scores will not be assigned.

There are no numerical rating systems through which to apply veterans preference; however, the Office of the General Counsel favorably considers veterans preference eligibility in hiring. Applicants eligible for veterans preference are encouraged to include that information in their cover letter or resume. If selected, additional information may be required.

**You may [preview questions](#) for this vacancy.**

## **Benefits**

## **Required Documents**

## **How to Apply**

## **Fair and Transparent**

# Required Documents

A complete application consists of the following:

**Cover letter.** Address demonstrated interests and qualifications as it relates to the position.

**Resume showing relevant experience.** Your resume should list your educational and work experience, including the dates (mm/dd/yyyy) and provide the hours per week, if less than 40. For work in the Federal Service, please include the pay plan and grade level for the position(s).

**Copy of law school transcript** (Unofficial copy is sufficient, but official copy must be submitted before appointment). You are not required to submit official documents at this time; copies are sufficient.

**Certificate of bar membership and proof of good standing.** Prior to receiving an offer, you will be asked to provide a certificate of bar membership and proof of good standing.

**Writing sample.**

**Failure to provide required documents once selected, may result in lost consideration.**

**Please DO NOT put your SSN on pages within your application package. Privacy Act - Privacy Act Notice (PL 93-579): The information requested here is used to determine qualifications for employment and is authorized under Title 5 U.S.C. 3302 and 3361.**

## If you are relying on your education to meet qualification requirements:

Education must be accredited by an accrediting institution recognized by the U.S. Department of Education in order for it to be credited towards qualifications. Therefore, provide only the attendance and/or degrees from schools accredited by accrediting institutions recognized by the U.S. Department of Education.

Failure to provide all of the required information as stated in this vacancy announcement may result in an ineligible rating or may affect the overall rating.

# How to Apply



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[Read more](#)

## Agency contact information

 Jowan Williams

### Phone

[202-482-3850](tel:202-482-3850)

### Fax

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### Email

[JWilliams1@doc.gov](mailto:JWilliams1@doc.gov)

### Address

OFFICE OF THE SECRETARY  
1401 Constitution Avenue NW  
Attn: Enterprise Services - Talent Acquisition  
Washington, District of Columbia 20230  
United States

[Learn more about this agency.](#)

## Next steps

[Read more](#)

## Fair & Transparent

The Federal hiring process is set up to be fair and transparent. Please read the following guidance.

[Equal Employment Opportunity \(EEO\) Policy](#)

[Reasonable accommodation policy](#)

[Financial suitability](#)

[Selective Service](#)

[New employee probationary period](#)

[Signature and false statements](#)

[Privacy Act](#)

[Social security number request](#)



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